

SELFM-MWR (SELFM-PMO-S/12 February 2001) 1st End
Mr. Perlakowski/caw, 29232, x4141

SUBJECT: Physical Security Inspection Report FM-PSI-13-01

Deputy Director, Morale, Welfare, and Recreation,
ATTN: SELF-MWR 16 March 2001

THRU ~~Commander~~ ^{3/31} U.S. Army Garrison, ATTN: SELF-MCO

For Provost Marshal Office, ATTN: SELF-PMO-S

1. The following information is submitted for Physical Security Inspection Report FM-PSI-13-01 per your request.

a. Deficiency: The access listing of authorized personnel for the key container was not posted.

Corrective action: Copy of persons with access To the key box is posted on key box in the facility.

b. Deficiency: Security keys are not being inventoried on a daily basis.

Corrective action: Copy of current Key Control Inventory, dated 16 March 2001, at Enclosure 1.

c. Deficiency: There are multiple doors located at the South side of the basketball court, the cardio fitness area and the swimming pool, which have exposed and unprotected hinge pins. It was noted that there are pins that are partially removed from the hinges.

Corrective action: Hinge pins have been secured in all doors. No pins are exposed to the exterior of the building.

d. Deficiency: An emergency notification card was not posted at the main entrance to the facility.

Corrective action: An emergency notification card has been posted with the current information.

OPTIONAL FORM 99 (7-90)

FAX TRANSMITTAL

of pages = 10

To: Jackie	From: Sandra
Dept./Agency	Phone #
Fax #	Fax #
NSN 7540-01-317-7300	5000-101. GENERAL SERVICES ADMINISTRATION

SELEFM-MWR

SUBJECT: Physical Security Inspection Report FM-PSI-13-01

e. Exhibits: Recommend that concave mirrors be mounted in men's locker rooms.

Corrective action: A work order, #01-27218, has been submitted for the installation of the concave mirrors.

2. The POC is Mark D. Smith, x22848.



Encl

GLENN PERLAKOWSKI
Deputy Director, Morale,
Welfare, and Recreation

SEMI - ANNUAL
KEY CONTROL INVENTORY
IAW CECOM-R 210-29

ACTIVITY / OFFICE SYMBOL PHYSICAL FITNESS CENTER / SELF-MWR-FA-PF
KEY CONTROL OFFICER / PHONE Mark D. Smith / x22848
SIGNATURE / DATE [Signature] / 12 June 03

BUILDING # or ROOM #.	NAME and PHONE	KEY # and KEYWAY	QUANTITY of ISSUE
<u>114, Inside Drs.</u>	<u>Thomas Tarlton</u> / <u>23275</u>	<u>E21</u> / <u>A</u>	<u>1</u>
<u>114, Outside Drs.</u>	<u>Thomas Tarlton</u> / <u>23275</u>	<u>H11-24</u> / <u>A</u>	<u>1</u>
<u>114, Alarm</u>	<u>Thomas Tarlton</u> / <u>23275</u>	<u>H14-42</u> / <u>A</u>	<u>1</u>
<u>801, Storage Rm.</u>	<u>Thomas Tarlton</u> / <u>23275</u>	<u>D8-188</u> / <u>A</u>	<u>1</u>
<u>114, Inside Drs.</u>	<u>Mark Smith</u> / <u>22848</u>	<u>E21</u> / <u>A</u>	<u>1</u>
<u>114, Outside Drs.</u>	<u>Mark Smith</u> / <u>22848</u>	<u>H11-24</u> / <u>A</u>	<u>1</u>
<u>114, Alarm</u>	<u>Mark Smith</u> / <u>22848</u>	<u>H14-42</u> / <u>A</u>	<u>1</u>
<u>114, Inside Drs.</u>	<u>Cass Mattison</u> / <u>22848</u>	<u>E21</u> / <u>A</u>	<u>1</u>
<u>114, Outside Drs.</u>	<u>Cass Mattison</u> / <u>22848</u>	<u>H11-24</u> / <u>A</u>	<u>1</u>
<u>114, Alarm</u>	<u>Cass Mattison</u> / <u>22848</u>	<u>H14-42</u> / <u>A</u>	<u>1</u>
<u>114, Insides Drs.</u>	<u>Sal Impollonia</u> / <u>25029</u>	<u>E21</u> / <u>A</u>	<u>1</u>
<u>114, Outside Drs.</u>	<u>Sal Impollonia</u> / <u>25029</u>	<u>H11-24</u> / <u>A</u>	<u>1</u>
<u>114, Alarm</u>	<u>Sal Impollonia</u> / <u>25029</u>	<u>H14-42</u> / <u>A</u>	<u>1</u>
<u>114, Inside Drs.</u>	<u>Ali Fletcher</u> / <u>23275</u>	<u>E21</u> / <u>A</u>	<u>1</u>
<u>114, Outside Drs.</u>	<u>Ali Fletcher</u> / <u>23275</u>	<u>H11-24</u> / <u>A</u>	<u>1</u>

VARIFIED AND DATED [Signature] / 12 June 03

Encl

SELFM-PMO-S (190-13d)

S: 27 March 2001
12 February 2001

MEMORANDUM THRU

**Commander, United States Army Garrison, ATTNL: SELFM-CO, Fort
Monmouth, New Jersey 07703**

**FOR Acting Director, Directorate for Morale, Welfare, and Recreation, ATTN:
SELFM-MWR, Russel Hall, Fort Monmouth, New Jersey 07703**

Subject: Physical Security & Crime Prevention Inspection Reports FM-PSI-13-01

1. Transmitted herewith are the results of Physical Security & Crime Prevention Inspections conducted on your activity with deficiencies noted and recommended corrective actions (DA Form 2806).
2. Of special note are 3 recurring deficiencies from the 29 April 1999 inspection. Failure of Supervisors and key personnel to take appropriate corrective actions on deficiencies cited as a result of a Physical Security and Crime Prevention inspection would be detrimental to the mission and result in a compromise of Government assets.
3. Your attention is invited to para 2-8, AR 190-13; work order requests and submission of telecommunication requirements will not be considered as completion of corrective actions on reported deficiencies. Pending completion of corrective actions, compensatory measures within available resources will be placed in to effect.
4. Report of corrective actions or compensatory measures taken for each deficiency cited, with the original inspection report will be forwarded THRU: Commander, US Army Garrison, ATTN: SELFM-CO, TO: Provost Marshal Office, ATTN: SELFM-PMO-S, NLT: 27 March 2001.
5. Point of contact is Mr. Jay Welsh, X23882, Physical Security Specialist.

Encl



RICHARD M. CARDILLO
Provost Marshal

CF:

AMC File
PMO File

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**SELFM-PMO-S Fort Monmouth Physical Security and Crime Prevention Report
FM-PSI-13-01, DA Form 2806-1-R & SELFM Form 2071 (contd)**

**3. DEFICIENCIES NOTED ON THESE PHYSICAL SECURITY AND CRIME
PREVENTION INSPECTIONS:**

a. REPEAT DEFICIENCY: The access listing of authorized personnel for the key container was not posted.

RECOMMENDATION: The key and lock control system may consist of several subsystems, as directed by the activity Commander. These subsystems will have a designated Security key Control Officer, a key container, and a listing of personnel authorized to draw keys from the key container In Accordance With Para 6a, Fort Monmouth Regulation 210-33.

b. REPEAT DEFICIENCY: Security keys are not being inventoried on a daily basis.

RECOMMENDATION: Appointed Key Control Officers or designated alternates will inventory all assigned security keys on a daily basis. Missing keys will be promptly reported to the Provost Marshal Security Officer. When keys are lost, stolen, or otherwise unaccountable, locks will be re-cored and replaced immediately In Accordance With Para 6f, Fort Monmouth regulation 210-33.

c. REPEAT DEFICIENCY: There are multiple doors located at the South side of the basketball court, the cardio fitness area and the swimming pool, which have exposed and unprotected hinge pins. It was noted that there are pins that are partially removed from the hinges.

RECOMMENDATION: door hinge pins shall not be exposed to the exterior of a facility. If they are exposed, they are to be spot welded, covered, filled or otherwise secured to prevent easy removal In Accordance With Appendix B, 2a (1) (b), AR 190-51.

d. DEFICIENCY: An emergency notification card was not posted at the main entrance to the facility.

RECOMMENDATION: All buildings, occupied or unoccupied, will be secured to forestall unauthorized entry. A 3 X 5-inch card will be affixed at the main entrance of the building in such a manner as to preclude its destruction by weather elements. The card will show the name and office telephone number of the appointed building trustee and alternate, and will also include the statement "TO REACH THE BUILDING TRUSTEE OR ALTERNATE AFTER DUTY HOURS, CALL THE FORT MONMOUTH POLICE AT X21112."

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e. **EXHIBITS:**

"None"

COMMENTS: In addition to cited Physical Security deficiencies, a Crime Prevention Inspection was conducted with deficiencies noted on attached SELFM Fm 2071. During this inspection a walk through of the men's locker room and surrounding rooms were performed. Due to the amount of lockers and their alignment, it is strongly recommended that concave mirrors be mounted in an appropriate way to permit observation of the entire area, this will act as best, as deterrent to possible theft. The facility has an estimated property value in excess of \$500,000.00..

At the conclusion of this inspection, it was noted that during the course of time spent at the main entrance way into the facility there was minimal monitoring of personnel entering or leaving the area. A check of the local alarms affixed to the exterior doors were tested and found to be operational.

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1. REPORT NUMBER FM-PSI-13-01	2. DATE OF INSPECTION 12 February 2001
3. PREPARING AGENCY Provost Marshal Office Physical Security Division ATTN: SELFM-PMO-S Fort Monmouth, New Jersey 07703	4. UNIT OR ACTIVITY INSPECTED Morale, Welfare, and Recreation Physical Fitness Center (Bldg. 114) ATTN: SELFM-MWR-FA-PF Fort Monmouth, New Jersey 07703
5. NAME AND RANK OF UNIT/ACTIVITY COMMANDER Mr. Glenn Perlakowski, Actg. Director	6. REPORT NUMBER AND DATE OF PREVIOUS INSPECTION FM-PSI-22-99 29 April 1999
7. UNIT OR ACTIVITY MISSION	

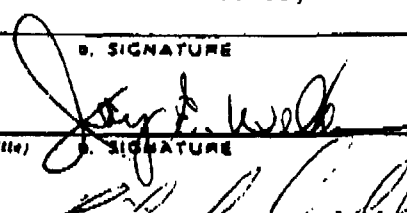
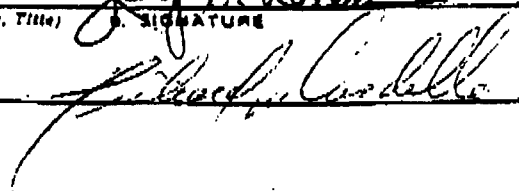
To provide fitness and wellness training support to the Fort Monmouth Community.

8. TYPE OF AREA INSPECTED Administrative offices, gym, basketball court, pool and locker rooms.			
9. TYPE INSPECTION <u>XX</u> ANNOUNCED <u> </u> UNANNOUNCED		10. HAS THE UNIT BEEN PROVIDED THE:	
		a. INSTALLATION PHYSICAL SECURITY THREAT STATEMENT?	YES NO NA <u> </u> <u> </u> <u>XX</u>
		b. INSTALLATION PHYSICAL SECURITY PLAN?	<u> </u> <u> </u> <u>XX</u>
		c. Installation CP guidance on hand?	<u> </u> <u>XX</u> <u> </u>

11. Findings/Recommendations
1. AUTHORITY: These Physical Security and Crime Prevention inspections were conducted on 12 February 01, at the direction of the Provost Marshal, Fort Monmouth.
 2. PREVIOUS INSPECTIONS AND UNCORRECTED DEFICIENCIES:
 - a. See Item #6, above.
 - b. Refer to attached page.

12. INSPECTING OFFICIAL'S EVALUATION

This activity does not meet the Physical Security and Crime Prevention requirements prescribed in appropriate regulations and directives.

13. RATING: THE SECURITY OF THIS UNIT/ACTIVITY IS: <u> </u> ADEQUATE <u>XX</u> NOT ADEQUATE TO PROTECT THE ARMY INTERESTS.		14. EXIT INTERVIEW (Name, Grade or Rank, and Duty Position) Mr. Thomas Tarlton GS-05, Fitness Center Specialist	
15a. INSPECTOR (Name and Rank) JAY E. WELSH, GS-11	b. SIGNATURE 	c. DATE 13 February 01	
16a. APPROVING AUTHORITY (Name, Rank, Title) RICHARD M. CARDILLO Provost Marshal	b. SIGNATURE 	c. DATE 14 Feb 01	
17. DISTRIBUTION: 2-Acty. Conc. 1-AMC File 1-PMO File			

FM-R 190-7

Appendix B

CRIME PREVENTION INSPECTION CHECKLIST **(POST CRIME PREVENTION PROGRAM)**

DATE 13 February 2001	
THRU: Commander USAG ATTN: SELFM-CO Ft. Monmouth, NJ 07703 TO: Acting Director Directorate for MWR ATTN: SELFM-MWR Ft. Monmouth, New Jersey 07703	FROM: Provost Marshal Office Physical Security Division ATTN: SELFM-PMO-S Ft. Monmouth, New Jersey 07703
At <u>0900</u> hrs, <u>12 February 2001</u> was inspected by Physical Security Specialist (PSS) <u>Jay E. Welsh</u> for the purpose of determining the adequacy of crime prevention measures. The PSS was accompanied by the unit representative <u>Mr. Thomas Tarlton</u> during the inspection, who was briefed on all problem areas noted below, prior to the PSS's departure.	
SECTION I GENERAL AREAS	
1. Does the unit/activity have a Crime Prevention Officer (CPO) and alternate appointed in writing?	YES <u>NO</u> N/A
2. Are copies of the appointment filed with the Installation Crime Prevention Officer (ICPO) at the PMO?	YES <u>NO</u> N/A
3. Does the unit/activity have a Standing Operating Procedure (SOP) on Crime Prevention?	YES <u>NO</u> N/A
4. Does the CPO conduct quarterly crime prevention inspections of his/her unit/activity, and are records maintained for two years?	YES <u>NO</u> N/A
5. Does the unit/activity CPO, or alternate, attend the Crime Prevention Physical Security Council meeting?	YES <u>NO</u> N/A
6. Does the unit/activity CPO conduct periodic Crime Prevention briefings for their unit/activity, and are records maintained for two years?	YES <u>NO</u> N/A

SELFM Form 2071

FM-R 190-7

Appendix B--Continued

**SECTION II
MILITARY UNITS**

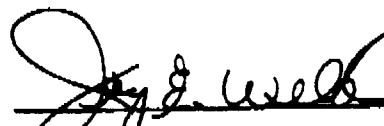
- | | |
|--|---------------------------------|
| 1. Does the unit require personnel to record their high-dollar value personal property (over \$75) on DA Fm 4986 (Personal Property Record)? | <u>YES</u> <u>NO</u> <u>N/A</u> |
| 2. Is DA Fm 4986 updated as required and maintained by the activity for all assigned personnel living in the unit barrack(s)? | <u>YES</u> <u>NO</u> <u>N/A</u> |
| 3. Is a secure room maintained at the activity to store high-value personal property during periods of temporary absence or leave? | <u>YES</u> <u>NO</u> <u>N/A</u> |
| 4. Does the unit secure all secondary area/entrances when not in use? | <u>YES</u> <u>NO</u> <u>N/A</u> |
| a. Locking unattended wall lockers? | <u>YES</u> <u>NO</u> <u>N/A</u> |
| b. Leaving necessary interior/exterior lights on for security? | <u>YES</u> <u>NO</u> <u>N/A</u> |
| 5. Is there a SOP for personnel going on leave status after normal duty hours? | <u>YES</u> <u>NO</u> <u>N/A</u> |

NOTES:

The above does not pertain to the activity inspected.

JAY E. WELSH

(Typed Name of Inspector)


Inspector's Signature

FM-R 190-7

Appendix B--Continued

7. Are newly assigned personnel briefed on the unit/activity Crime Prevention Program, and a record maintained?	<u>YES</u> <u>NO</u> <u>N/A</u> UNKNOWN
8. Are personnel aware of the Crime Prevention Program for their unit/activity?	<u>YES</u> <u>NO</u> <u>N/A</u> UNKNOWN
9. Is a Key Control system in effect using locally produced forms? (AR 190-51, para 3.21)	<u>YES</u> <u>NO</u> <u>N/A</u>
10. Is a Key Custodian appointed in writing, and a copy on file with the PMO?	<u>YES</u> <u>NO</u> <u>N/A</u>
11. Is there an area set aside for a Crime Prevention Bulletin Board?	<u>YES</u> <u>NO</u> <u>N/A</u>
12. Are copies of the unit/activity Crime Prevention Program/SOP, and orders appointing the CPO and alternate, posted on the bulletin board?	<u>YES</u> <u>NO</u> <u>N/A</u>
13. Are personnel aware that engravers are available, and will be provided by the unit/activity CPO for individuals to mark their personal property?	<u>YES</u> <u>NO</u> <u>N/A</u> UNKNOWN
14. Is Government/personal property secured at the end of the duty day?	<u>YES</u> <u>NO</u> <u>N/A</u>
15. Does the unit/activity identify the requirements to lock all windows, doors & safes at the end of the duty day annotating on SF Fm 701 (Activity Security Check List)?	<u>YES</u> <u>NO</u> <u>N/A</u>
16. Are entrances to the area/building secured with acceptable locking devices when not in use?	<u>YES</u> <u>NO</u> <u>N/A</u> * SEE ATTACHED FILE
<p>NOTES: In addition to the above encircled deficiencies, enclosed are copies of Crime Prevention pamphlets, Sample copy of Crime Prevention Standard Operational Procedures, copy of Fort Monmouth Regulation 190-7 (Crime Prevention Program) and Fort Monmouth Regulation 190-13 (Physical Security). A copy of Fort Monmouth Regulation 210-33 is also enclosed.</p>	